Montana
Office of Public Instruction
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K-12 Course Codes

As Montana continues to build its statewide longitudinal data system for P-20 education, it is increasingly important to use a standardized system for reporting school programs and course offerings. For this reason, OPI has chosen to adopt and adapt the course coding system developed by the US Department of Education, National Center for Education Statistics (NCES). The standardized codes are intended to help schools and districts maintain longitudinal information about students' coursework in an efficient, standardized format that facilitates the exchange of records as students transfer from one school to another, or to postsecondary education.

The OPI will be converting to the new course numbering system for the 2013-2014 school year. A new set of 5-digit course codes will replace the existing 4-digit codes that are currently used for OPI's Annual Data Collection. The new codes tie to specific course content within a subject area. The course codes for secondary and prior-to-secondary courses that Montana will adopt are a sub-set of the full NCES Course Code list. The list of valid Montana K-12 course codes can be found here:

To prepare for using the new codes in 2013-14, OPI has created a K-12 Course Code Mapping Tool for districts to map their local course codes to the new OPI course codes. This is an optional tool for districts to use to facilitate the mapping process. Districts do not need to replace their local course codes, but map them to the new OPI codes. This process needs to be completed by districts prior to the submission of school personnel assignment information in October 2013.

With this mapping tool, your district will be able to save your work and make revisions as needed over the next several months. You will be able to save these mappings to a spreadsheet and import them into your local Student Information System or manually input them.

A link to the Course Mapping Tool and the valid Montana K-12 course codes list is available on the School Staffing Project webpage: http://www.opi.mt.gov/SchoolStaffing

If you have any questions, please contact Kellee English at 406-444-1625 or kenglish@mt.gov.

The Montana Office of Public Instruction provides vision, advocacy, support, and leadership for schools and communities to ensure that all students meet today's challenges and tomorrow's opportunities.